

WETCC Council of Trustees Meeting

Tuesday, June 15, 2021, 2:00 p.m.

Virtual & In-Person Meeting:

MEETING MINUTES

Call to order by Sue Heisler, Chair at 2:04 p.m.

Present: Sue Heisler, Dean Johnson, Brent Gish, Monica Hedstrom, Joy Annette, Leanne Person (virtual at 2:16 pm)

Others Present: Lorna LaGue, Brain Dingman (Virtual), Tracy Diefenbach, Landa Moore (Virtual), Lisa Brunner, Bob Schimek, Jim Uran Jr, Silva Warren, Joan Lavoy (Virtual), Indosa Montoya (recorder)

I. **Approval/Amendments to agenda** Motion by Dean to approve, second by Monica. Motion carried 5-0.

II. **Public Comments (5 minutes each)** None

III. **Introduction of New Employees:** Arnold Soyring & Julie Doerfler were not present at the meeting. Arnold is the Facilities Custodian; Julie is serving in a temporary position in Human Resources. The Community Extension Services has hired two new employees – Jim Uran Jr and Silva Warren. They were introduced; they will be helping Bob with horticulture.

IV. **Department Updates: Student Services & Extension Excitement!**

Bob Shimek described the tractor donated by RDO. Twice per year, Bob has coffee with RDO for an exchange of ideas. During a recent visit Bob asked RDO for the tractor to help support the food sovereignty and growing food for the community efforts. Lisa informed everyone about the plant and seed distributions that were conducted throughout the community.

Leann Person joined virtually at 2:16 pm

Lisa wrote the grant to AICF Native Arts for \$20,000 and was notified today that it was awarded. As a result of this a new quillwork class will be added to the course schedule.

Student Services - Triple where we were at last year for student enrollment. New applications in April (alone) are 56 (information pulled from Populi). On average 1 to 3 prospective students per day are applying for Fall 2021 according to data in Populi. Early intervention within the first two weeks of the term is being included in Student Orientation and First-Year Experience coaching, a multi-point strategy throughout the term for student success.

V. **Action Items:**

A. **Approval of Meeting Minutes:** Motion by Dean to approve the meeting minutes of May 18, 2021. Second by Joy. Motion carried 6-0.

B. **Financial Statements:**

i. Financial Narrative & Presentation of Reports - Landa Moore

1. May 2021 Statements – Loss presented this month will be recouped when draws are made. Payroll and benefits continue underbudget due to vacant

WETCC Council of Trustees Meeting

Tuesday, June 15, 2021, 2:00 p.m.

Virtual & In-Person Meeting:

- positions. Watching the student enrollment to estimate growth to ensure we can meet needs. The new balance sheets are color-coded. The green page is general fund COT has most oversight, general fund which is not grant-funded. The yellow page reports the C19 funding and the blue pages report on grant funds, most are on a reimbursable cycle.
2. There are issues with the Great Plains software, the report writer does not capture the correct data without manipulating it. Landa is requesting input from COT Treasurer Dean on new balance sheets and reporting format.
 3. May Foundation Report
 4. May Check Register

Motion to accept the financial statements as presented by Dean. Second by Joy. Motion carried 6-0.

C. Large Expenditures:

- i. Schlenner & Wenner - \$11,150.76, after negotiations, Landa is recommending we pay Schlenner & Wenner \$13,750.76 to settle the account.

Motion by Brent to pay the recommended \$13,750.76, second by Joy. Motion carried 6-0.

Joy left the meeting at 2:45 pm

D. Contracts: None

E. Policies:

- i. 300.32 Sexual Harassment –approximately one year ago the college deleted the Sexual Harassment policy presuming Title IX covered it. After review of the new regulations, it was determined the policy should be revived and revised.
- ii. Reasonable Accommodations – This is a new policy that was not included previously.

Motion to accept the policies by Dean, second by Leann, Motion carried 5-0.

F. Academics: The current plan is currently expired

- i. Fall Tuition – The recommendation is to leave tuition as-is with no increase. The current tuition is at \$157 per credit, plus fees.
- ii. Certificate Programs – Brian presented three certificate programs that have been discussed; Court Advocate, Ojibwe Language, and Office Administration. Need to stay under 51% of the total number of new courses offers to ensure we maintain accreditation. These courses can be taken in conjunction with AA. The certificate program can add to the resume for workforce opportunities.
- iii. Faculty Contracts – FT & Adjunct – Full contract – Item 4. *The employee is expected to teach 24 credits for the academic year.* Brent's asked if compensation

WETCC Council of Trustees Meeting

Tuesday, June 15, 2021, 2:00 p.m.

Virtual & In-Person Meeting:

is adjusted if faculty do not teach a full course load; Brian explained they have additional duties assigned.

Motion to approve the Academic items by Brent, second by Monica, Motion carried 5-0.

VI. Other

A. President's Report & Monthly Department Updates

Lorna provided highlights for the month of May. Staff in-services have been held. Conversation on an issue with our audit this month - both 2019 and 2020 audits were rejected by EZ Audit which is a repository for the U.S. Department of Education – an additional schedule is due to report the HLC CFI's. Governmental audit tied into the tribal audit. COT would like to schedule an in-service day inviting Debra and Ron as guests the best day would be the first or second Friday of the month. The HLC focused visit is scheduled for November 1 and 2.

VII. Calendar Updates:

A. Staff Cultural In-Service Friday, June 18th – 8:30 a.m.

B. Next COT Meeting – *third Tuesday of each month* – July 20, 2021 – 1:00 p.m.

VIII. Other

Motion by Dean, second by Brent to add the President's contract to the agenda. Motion carried 5-0.

Motion to approve the contract retroactive to October 1, 2020 by Brent, second by Dean. Motion carried 5-0. The contract was signed.

IX. Adjournment

Motion by Monica to adjourn, second by Leann. Motion carried. 5-0

Meeting adjourned at 3:48 pm



Handwritten signature of Dean M. Jones with date 7-20-21